



# PARKING CITATION PAYMENT PLAN APPLICATION

- The registered owner or lessee, who qualifies for **indigent status**, shall be allowed to enroll in a payment plan. This is in response to changes made to the California Vehicle Code as part of Assembly Bill 503 (CA Vehicle Code 40220).
- ***There is currently no fee to enroll in the payment plan.***
- This application must be completed and submitted to the City of Moorpark, Attention Public Works, at 799 Moorpark Avenue, Moorpark, CA 93021. If dropped off in person, business hours are 8:00 AM to 5:00 PM/Mon-Fri.
- Payment plans will allow the payment of unpaid parking fines and fees to be paid off in monthly installments within a maximum of 18 months. There shall be no prepayment penalty for paying off the balance prior to the payment period expiring.
- All late fees and penalty assessments, exclusive of any state surcharges described in Sections 70372, 76000, and 76000.3 of the Government Code, are waived if an indigent person enrolls in the payment plan. Waived late fees and penalty assessments may be reinstated if the person falls out of compliance with the payment plan.
- **Applications for indigence determination/payment plans must be received within sixty (60) calendar days from the issuance of the notice of parking violation (ticket), or 10 days after the administrative hearing determination, whichever is later.**

To qualify for indigent status, please provide proof of one of the below requirements:

1. The applicant receives benefits from any of the following programs:

- Supplemental Security Income (SSI) and State Supplementary Payment (SSP) (Article 5 (commencing with Section 12200) of Chapter 3 of Part 3 of Division 9 of the Welfare and Institutions Code);
- California Work Opportunity and Responsibility to Kids Act (CalWORKs) (Chapter 2 (commencing with Section 11200) of Part 3 of Division 9 of the Welfare and Institutions Code) or a federal Tribal Temporary Assistance for Needy Families (Tribal TANF) grant program (Section 10553.25 of the Welfare and Institutions Code);
- Supplemental Nutrition Assistance Program (Chapter 51 (commencing with Section 2011) of Title 7 of the United States Code) or the California Food Assistance Program (Chapter 10.1 (commencing with Section 18930) of Part 6 of Division 9 of the Welfare and Institutions Code).
- County Relief, General Relief (GR), or General Assistance (GA) (Part 5 (commencing with Section 17000) of Division 9 of the Welfare and Institutions Code);
- Cash Assistance Program for Aged, Blind, and Disabled Legal Immigrants (CAPI) (Chapter 10.3 (commencing with Section 18937) of Part 6 of Division 9 of the Welfare and Institutions Code).
- In-Home Supportive Services (IHSS) (Article 7 (commencing with Section 12300) of Chapter 3 of Part 3 of Division 9 of the Welfare and Institutions Code);
- Medi-Cal (Chapter 7 (commencing with Section 14000) of Part 3 of Division 9 of the Welfare and Institutions Code);

The applicant must submit proof of receipt of benefits under one of the programs above, including but not limited to an electronic benefits transfer card; or,

2. The applicant's monthly income is 125 percent or less of the current poverty guidelines updated periodically in the Federal Register by the United States Department of Health and Human Services under the authority of paragraph (2) of Section 9902 of Title 42 of the United States Code. The applicant must submit proof of income from a pay stub or another form of proof of earnings, such as a bank statement.

**If an applicant's indigent status is found to have been willfully fraudulent, the applicant's fines and fees reduction shall be overturned and the full amount of fines and fees shall be restored.**

**Payments must be made each calendar month.**

- If application is approved, the payment due date is the fifth (5<sup>th</sup>) day of the month. One 45-calendar day grace period is allowed from the date a payment is late.
- Payments cannot be made on-line. Payments can be mailed to the City of Moorpark, Attention Finance Department, at 799 Moorpark Avenue, Moorpark, CA 93021 or paid in person at the same address. The public entrance is the Development Services Building. Acceptable methods of payment include cash, check, money order or credit card.
- For mailed payments, a postmark is acceptable to meet this requirement.
- The City requires that tickets be paid in monthly increments.
- No invoices or payment reminders will be sent.

Please complete the information requested below and submit to the City of Moorpark, along with a copy of your proof of eligibility as detailed on Page 1. **If approved, applicant will be required to sign an Installment Agreement.** Please call 805-517-6257 if you have any questions.

Name \_\_\_\_\_ Driver License # \_\_\_\_\_

Address \_\_\_\_\_

City, State Zip \_\_\_\_\_

Phone \_\_\_\_\_

Citations(s) \_\_\_\_\_  
\_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

City Review (below):

\_\_\_\_\_

Applicant meets criteria for payment plan: YES NO

Denial Explanation (if applicable)

\_\_\_\_\_  
\_\_\_\_\_

If approved, value of citation payment plan: \$ \_\_\_\_\_

If late penalties recinded, value of late penalties \$ \_\_\_\_\_

City Staff Name/Title: \_\_\_\_\_ Date: \_\_\_\_\_

City Staff Signature \_\_\_\_\_

Mail to: City of Moorpark, Attn: Public Works, 799 Moorpark Ave., Moorpark, CA 93021